

BOARD OF COMMISSIONERS MEETING
February 19, 2015
MINUTES

The Board of Commissioners for Rockville Housing Enterprises met in Regular Session on February 19, 2015 at 621 A Southlawn Lane, Rockville MD 20850.

PRESENT

Chair Rae Canizares
Vice Chair Henry Battle
Commissioner Edward Duffy
Commissioner Steve Marr
Commissioner Susan Krimer (Excused)

IN ATTENDANCE

Executive Director Jessica Anderson
Ms. Erin Wilson, COR Liaison
Ms. Mary E Jones, Clerk

6:30 PM Call to Order:

Chair Rae Canizares called the meeting of Rockville Housing Enterprises to order.

6:31 PM CONSENT ITEMS:

Chair Canizares noted the first item on the agenda was the approval of the minutes for the Regular Session Meeting of Rockville Housing Enterprises January 21, 2015.

Commissioner Edward Duffy offered a motion to approve the minutes for January 21, 2015 as written. Commissioner Henry Battle offered a second. All present voted aye.

6:40 PM CITIZENS FORUM:

There were no Citizens present asking to address the Commissioners at this time.

6:41 PM INFORMATION EXCHANGE:

Executive Director's Report

- Participated in the monthly meeting on January 12, 2015, with Humphry Management personnel.
- Mentor *Lunch & Learn* was held on January 31, 2015, the topic was finding your purpose.
- The RHE Personnel Policy (updated) is being reviewed by legal counsel and should be ready for approval at the March Board meeting.
- Notification has been received that 60K has been restore to the Capital Fund Grant for FYE2015. The total grant award is \$132,000.

- RAD is not financially feasible at this time and notification to HUD is being prepared. Commissioner Duffy reminded that we should send a letter to the COR acknowledging their support of the efforts to bring RAD to RHE.
- HCV program utilization was 97.77% for Section 8 units and the program budget utilization was 102%.
- The Mainstream Disabled and the Mod Rehab Programs are at 100% occupancy.
- The FSS Program is operating successfully with one new enrollment.
- One absolute judgment has been received and eviction will be scheduled in March 2015.
- Montgomery County Community Action Forum was attended by the FSS Coordinator.
- RHE will be submitting a grant for Public Housing Security to pay for site lighting and security camera upgrades.
- The TAR balance is \$1,316.31. The remaining balance of Payment Agreements is \$11,181.16.
- Director Anderson reported that this was the first month that we have submitted financial reports that were generated in house.

7:45 CITY OF ROCKVILLE REPORTS: Erin Wilson

- Ms. Wilson offered an update on the Southlawn Lane industrial use study.
- The Terano MPDU (Senior Building) should be ready for occupancy in April 2015.

8:05 ACTION & DISCUSSION ITEMS:

Commissioner Duffy remarked on a recent article in the Washington Post that noted 44M dollars was being lost in unpaid rents in subsidized housing programs due to the non-working participants in the program. For this reason Community Service was designed to have non- paying residents pay back with community service. All members of the household 18 years and older that are not working, not in school and are not elderly or disabled are required to complete community service each month. Director Anderson remarked that we work to keep track of Community Service compliance however it is a time and labor intensive process to track each individual each month. Discussion ensued relative to the added work load for the agency in keeping records for residents that are not in compliance with the community service requirement.

8:15 ADJOURN:

Having no further business to come before the Board, Chair Canizares called for the meeting to adjourn. Commissioner Steve Marr offered a motion to adjourn. Commissioner Edward Duffy offered a second. All voted aye.